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**Minutes**  
**SPECIAL MEETING**  
**Friday, September 13, 2019**  
**8:30 a.m.**

District Office, 11545 Brentwood Blvd., Brentwood, CA

**CALL TO ORDER** – The meeting was called to order at 4:00 p.m. by Chair Barbara Guise.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL** – *Present:* Chair Barbara Guise and Trustee Patricia Bristow. *Staff Members present:* District Manager Aurora Garcia.

**PUBLIC COMMENTS** – None.

**ADOPTION OF AGENDA** – It was moved by Bristow, second by Guise to adopt the agenda as presented.  
*Vote:* Ayes – Guise and Bristow. Noes – 0.

**UNFINISHED BUSINESS- Discussion & Possible Action**

1. **LAND-** Update
  - a. **Oliveira Enterprises-** One more letter will be sent out to Oliveira Enterprises for their response on the removal of the Amman Tree and chips left on property.

**New Business-Discussion & Possible Action**

**1. RECESS TO CLOSED SESSION-**

- A) ANTICIPATED LITIGATION-SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO 54956.9

**A) RECONVEVE IN OPEN SESSION**

**ANNOUNCEMENT OF ACTION TAKEN DURING CLOSED SESSION** - It was moved by Bristow, second by Guise that all employees of the District that have exceeded the permitted amount of vacation hours, be paid to bring their vacation maximum hours back to District Policy standards. Furthermore, once these hours are paid, the District Manager will immediately enforce District policy with no exceptions. *Vote:* Ayes – Bristow and Guise. Noes – 0.

**COMMENTS FROM TRUSTEES**

**SETTING AGENDA OF NEXT REGULAR MEETING** – October 16, 2019 at Cemetery Office.

**ADJOURN:** This meeting was adjourned at 9:30 a.m.